

MEMORANDUM

Department of Budget and Finance

To: Bob Rawls, Interim Town Administrator

From: Herb Hyman, CPPB, Procurement Manager

Through: Christopher Wallace, Budget and Finance Director

Date: March 1, 1999

Subject: Miscellaneous Planning Services

The attached resolution is to provide miscellaneous planning services on an as needed basis.

The original contract was for a one year period with an option to extend for four additional one year periods by mutual consent of the parties. This resolution concerns the first one year extension as the Town and the vendor wish to exercise the contractual option.

Please contact me if you have any questions

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, EXTENDING THE
BID FOR MISCELLANEOUS PLANNING SERVICES.

WHEREAS, the Town has previously awarded a bid for miscellaneous planning services by Resolution R-98-109; and

WHEREAS, the Town and the contractor wish to exercise the option to renew the bid for an additional year; and

WHEREAS, after review, the Town Council wishes to extend the bid with Craig A. Smith and Associates through April 1, 2000.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. An extension through April 1, 2000 of the bid with Craig A. Smith and Associates for miscellaneous planning services is hereby accepted by the Town Council.

SECTION 2. The Town Council hereby authorizes the expenditure from the Development Services-Contractual Services Account.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 1999

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 1999

DEVELOPMENT SERVICES DEPARTMENT

Planning & Zoning Division

MEMORANDUM

PZ 01-14-99

TO: Herb Hymen, Purchasing and Procurement Manager

FROM: Jeff Katims, AICP, Planner II

THRU: Gayle Easterling, AICP, Planning and Zoning Manager

DATE: 4/1/99

RE: Continuing Services Agreement with Craig A. Smith & Associates

Pursuant to the RFP from which CAS was chosen to provide planning services to the Town on a continuing basis, we are hereby notifying you of our intent to continue using CAS for a second year. CAS provided the attached letter of continuing interest in providing planning services to the Town, using the fee schedule originally agreed upon.

Please advise should you require additional information.

CRAIG A SMITH & ASSOCIATES
CONSULTING ENGINEERS • PLANNERS • SURVEYORS • GRANTS ASSISTANCE

January 5, 1999

Mr. Jeff Katims, AICP
Development Services Department
Town of Davie
6591 Orange Drive
Davie, FL 33314-3399

RECEIVED
JAN 11 1999

TOWN OF DAVIE
PLANNING & ZONING DEPARTMENT

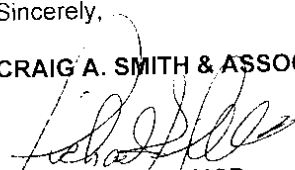
**RE: AGREEMENT FOR PROFESSIONAL SERVICES
MISCELLANEOUS PLANNING SERVICES
CAS PROJECT NO. 98-0532**

Dear Mr. Katims:

As per your request, Craig A. Smith & Associates (CAS) provides this letter of continuing interest to provide miscellaneous planning services to the Town of Davie in accordance with the Agreement for Professional Services attached to Resolution R-98-109 dated April 1, 1998. Additionally, CAS offers continuing services subject to the hourly rate schedule and reimbursable expense schedule found in Exhibit "A" to the Agreement with no amendments for 1999.

Sincerely,

CRAIG A. SMITH & ASSOCIATES


Michael J. Miller, AICP
Vice President/Director of Planning

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Palm Beach: (561) 736-3188 Dade: (305) 940-4661 Email: casassoc@mcnabexec.com

Projects That May Require the Professional

Planning Services of Craig A. Smith & Associates

The following projects are planned for FY 1998-1999 using the professional planning services of Craig A. Smith and Associates (CAS):

1)Griffin Road Corridor Study follow-up:-----\$3,500

CAS prepared the corridor study and may be used to investigate outside funding sources available for purchasing remnant parcels along Griffin Road for park purposes, and recommend which the Town should apply for (Council directed that funding sources for parcel acquisition at neighborhood entrances be investigated for feasibility).

2)Intergovernmental Coordination Element (ICE)-----\$6,500

Municipalities are required to revise their Intergovernmental Coordination Elements consistent with new statutory requirements. The Florida Department of Community Affairs (DCA) is currently requiring these revisions be submitted for compliance review no later than June of 1999.

3)Transportation Element Response-----not to exceed \$5,000

Florida law requires the Town adopt a new Transportation Element, which CAS is currently preparing. Pursuant to the Transportation Element Agreement with DCA and Broward County (Council approved on March 16, 1999), the Town will submit this element to DCA for compliance review by July, 1999. Staff expects DCA to have a substantial number of comments and/or objections to the Element based upon the experiences of other communities, as the data, analysis and policy requirements for the new Element are evolving with time. The scope of services for this project calls for CAS

to respond to DCA's objections on an hourly fee basis, not to exceed a total of \$5,000.